

VIRGINIA DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL

ABC LICENSE APPLICATION ADDENDUM

SPECIAL NOTICE TO ABC LICENSE APPLICANTS

Effective July 1, 2004, Section 4.1-230, C., of the Code of Virginia requires that "[E]ach applicant shall pay the required application fee at the time the application is filed. Each license application fee shall be \$65, *plus \$20 for each criminal history records search required by the Board....*" The Board requires criminal history records under Section 4.1-222, I., for "[T]he applicant, or if the applicant is a partnership or association, any partner or member thereof, or if the applicant is a corporation, any officer, director, or manager thereof or shareholder owning ten percent or more of its capital stock."

Applicants must submit both the \$65 application fee and \$20 for each person requiring a criminal history records checks at the time the application is filed with the Department of Alcoholic Beverage Control.

Please complete this addendum and attach it to the ABC license application with the necessary fees.

Applicant name _____ Date of application _____
SAME AS APPEARS ON ABC LICENSE APPLICATION

Address _____ Telephone _____

City _____ State _____ Zip _____

Total number of required criminal history record checks _____ X \$20 = \$ _____

For further information concerning filing an ABC application, contact the nearest ABC regional office

VA ABC Abingdon
545 W. Main St.
Abingdon, VA 24210
(276) 676-5502

VA ABC Alexandria
6308 Grovedale Dr.
Alexandria, VA 22310
(703) 313-4432

VA ABC Chesapeake
1103 S. Military Hwy.
Chesapeake, VA 23320
(757) 424-6700

VA ABC Hampton
4907 W. Mercury Blvd.
Hampton, VA 23666
(757) 825-7830

VA ABC Lynchburg
20353 Timberlake Rd.
Lynchburg, VA 24502
(434) 582-5136

VA ABC Richmond North
2901 Hermitage Rd.
Richmond, VA 23220
(804) 213-4620

VA ABC Richmond South
2901 Hermitage Rd.
Richmond, VA 23220
(804) 213-4624

VA ABC Roanoke
201 Compton St.
Roanoke, VA 24012
(540) 857-6565

VA ABC Staunton/
Charlottesville
460 Commerce Square
Staunton, VA 24401
(540) 332-7800

ATTACH THIS COMPLETED ADDENDUM TO THE ABC LICENSE APPLICATION